



**DEPARTMENT OF HOMELAND SECURITY**  
**UNITED STATES SECRET SERVICE**  
**WASHINGTON, D.C. 20223**

Freedom of Information Act & Privacy Act Program  
Communications Center  
245 Murray Lane, S.W., Building T-5  
Washington, D.C. 20223

Date: JUN 29 2018

MuckRock News  
DEPT MR 23470  
411A Highland Avenue  
Somerville, MA 02144-2516  
Attn: Martin Peck  
[23470-21152087@requests.muckrock.com](mailto:23470-21152087@requests.muckrock.com)

File Number: 20160480

Dear Requester:

This letter is in response to your Freedom of Information Act (FOIA) request for access to information pertaining to training manuals, user guides, notes, cheat sheets, and frequently asked questions regarding the "FOIAXpress" system used by the USSS.

Access to the requested material is being denied pursuant to Title 5 U.S.C. § 552(B)(4). The citation of the aforementioned exemption(s) is not to be construed as the only exemption(s) that are available under the FOIA. Enclosed is a copy of a document that explains the exemptions in more detail.

If you deem our decision an adverse determination, you may exercise your appeal rights. Should you wish to file an administrative appeal, your appeal should be made in writing and received within sixty (60) days of the date of this letter, by writing to: Freedom of Information Appeal, Deputy Director, U.S. Secret Service, Communications Center, 245 Murray Lane, S.W., Building T-5, Washington, D.C. 20223. If you choose to file an administrative appeal, please explain the basis of your appeal and reference the case number listed above.

Your request has been assigned FOIA File No. 20160480. If you have any questions or would like to discuss this matter, please contact this office at (202) 406-6370. Please use the file number indicated above in all correspondence with this office.

Sincerely,

Kim E. Campbell  
Special Agent In Charge  
Freedom of Information Act & Privacy Act Officer